## Lake Region State College Policy and Procedure Manual

SECTION 400.14 ADVERTISING

Advertising through the use of signs and posters may be located on official Lake Region State College bulletin boards and hanging strips only and must be approved by the Office of Advancement and Communication. Advertising depicting alcohol use, abuse, sale, or distribution is prohibited - unless it promotes responsibility with alcohol and ill effects of drug/alcohol abuse. Advertisement of credit cards also is prohibited unless in a financial education role.

Campus sponsored (club, class, division, athletic) events should also have promotional pieces approved by the Office of Advancement and Communications who also will assist in the coordination of further event promotion.

No signs or posters are permitted to be displayed on trees, windows, open walls, trash receptacles, or benches. Individuals wishing to sell personal items such as books, stereos, etc. may advertise on bulletin boards designated in the Student Union only.

Unauthorized signs or posters will be immediately removed and action will be taken if necessary to prevent repeat offences. Civil and/or campus action may be taken against any persons or external organizations who violate the policy.

Businesses/Organizations/Individuals are allowed to set up on campus during campus sponsored events, including job fairs, college fairs, transfer days, and other similar approved activity. Sale of items without proper authorization or paperwork (such as transient merchant license) is prohibited.

Unless part of a public information forum, religious and political activities must be sponsored by a related campus club.

## **History**

Administrative Council Approved 03/08/16